

1) **Eligible applicants:** individuals, commercial organizations, institutions of higher education, other non-profits, state and local governments and other federal agencies.

2) **Project summary:** 1 page: Each proposal shall contain a summary of no more than one page that provides the following:

- a. Organization title.
- b. Address, telephone number, and email address of applicant.
- c. Project title.
- d. Project duration
- e. Principal Investigator(s) (PI).
- f. Project objectives.
- g. Summary of work to be performed.
- h. Total Federal funds requested.
- i. Cost sharing encouraged, but not required.
- k. Total project cost.

3) **Project description** (3-page limit): Each project must be completely and accurately described. The main body of the proposal should be a clear statement of the work to be undertaken and should include: specific objectives and performance measures for the period of the proposed work and the expected significance.

Each project must be described as follows:

- a. Identification of problem(s): Identify the problem/opportunity the project intends to address and describe its significance to the understanding and management of North Atlantic right whales.
- b. Project objectives
- c. Project narrative: The project narrative is the scientific or technical action plan of activities that are to be accomplished during each budget period of the project. This description should include detailed descriptions of activities, collaborators, milestones, and expected products resulting from a successfully completed project.
- d. Benefits or results expected: Identify and document the results or benefits to be derived from the proposed activities. Describe the potential impacts of this proposed project on the recovery of North Atlantic right whale
- e. Project management: Describe how the project will be organized and managed. The lead organization/individual and person listed as the technical contact, should be identified as the

Principal Investigator.

- f. Monitoring of project performance: Identify who will participate in monitoring the project.
- g. Project impacts: Describe how these products or services will be made available to the fisheries and management communities.

h. Supporting documentation: Provide resumes and any required documents and additional information necessary or useful to the description of the project.

I. Project costs: Provide a breakdown of the costs associated with the project including, but not limited to, labor, travel, supplies/equipment, cost sharing (if relevant), overhead and total budget proposed.

4) Permits and Approvals: It is the applicant's responsibility to obtain all necessary Federal, state, and local government permits and approvals where necessary for the proposed work to be conducted. Applicants are expected to design their proposals so that they minimize the potential adverse impact on the environment. If applicable, documentation of requests or approvals of environmental permits must be included in the proposal package. Applications must be reviewed by the consortium and NOAA Fisheries to ensure that they have sufficient environmental documentation to allow program staff to determine whether the proposal is categorically excluded from further NEPA analysis or whether an Environmental Assessment is necessary in conformance with requirements of the National Environmental Policy Act. For those applications needing an Environmental Assessment, affected applicants will be informed after the peer review stage and will be requested to assist in the preparation of a draft of the assessment (prior to award).

If the proposed research involves intrusive research (50 CFR 216.27(c)(6)) or an approach to within 500 yards of a right whale, the applicant must have submitted a complete MMPA/ESA scientific research and enhancement permit application before funding will be awarded.

Intrusive research is defined under 50 CFR 216.3 as a procedure that involves: a break in or cutting of the skin or equivalent, insertion of an instrument or material into an orifice, introduction of a substance or object into the animals' immediate environment that is likely either to be ingested or to contact and directly affect animal tissues (i.e., chemical substances), or a stimulus directed at animals that poses a risk to the health or welfare of the animal or has the potential to impact normal function or behavior (e.g., audio broadcasts directed at animals that potentially affects behavior, brainstem auditory evoked responses, etc.).

If proposed activities will take place within National Marine Sanctuaries, National Parks, National Seashores, and other Federally designated protected areas, it is the applicant's responsibility to request and obtain from the appropriate government agencies any necessary permits or letters of agreement prior to award.

For further information on permit requirements and applications procedures for federal natural resource permits, contact the NMFS Office of Protected Resources (301-713-2332) or see http://www.nmfs.noaa.gov/prot_res/PR1/Permits/pr1permits_types.html.

Failure to apply for and/or obtain Federal, state, and local permits, approvals, letters of agreement, or failure to provide environmental analyses where necessary (i.e., NEPA environmental assessment) will also delay the award of funds if a project is otherwise selected for funding.

5) Proposal submission to: NOAA Fisheries, Northeast Implementation Team, 166 Water St,

Woods Hole, MA 02543 by close of business (4:30PM local time) on 30 June 2004.

6) **Proposal copies** - please provide 4 paper copies of each proposal. Emailed submissions will **not** be accepted.